

**STATE OF CONNECTICUT
QUESTION AND RESPONSES FOR RFP # 2019-0905
HIV PREVENTION DEMONSTRATION PROJECT**

Note to Reader: Questions below are written exactly as received.

- 1. Does the State intend for this funding to be for a statewide intervention?**

Response: It is not required that it be a statewide intervention. However, the demonstration project's intended goal is to be able to scale up the intervention to other areas of the state. Participants from other areas of the state may be recruited for the project activities.

- 2. Can the Academic Consultant and Evaluation Consultant be from the same academic institution if each consultant is from a different department at the institution?**

Response: No, as listed on page #23, the academic institution and the evaluation consultant must be separate entities.

- 3. In what format should an applicant submit the electronic copy of the original proposal (CD, flash drive, or other)?**

Response: The acceptable format for electronic submissions are flash drive or CD. The DPH will not accept emailed proposals.

- 4. This question has come up before on a different DPH grant. The RFP states that you will not accept hand-delivered proposals. However, since the U.S. Post Office isn't always reliable – particularly with larger envelopes – if we send it by Federal Express (again, many of us have had issues with Express Mail) – and it is delivered by the Fedex driver prior to 4PM on May 17th, would that be OK?**

Response: The application must be received by the department by the time and due date listed on page # 8 in the RFP. Fedex deliveries after the time and date will not be accepted.

5. Arial or Verdana are listed as acceptable font types. Is Times New Roman also acceptable?

Response: Yes, Times New Roman is acceptable.

6. Is it permissible for the required Academic Consultant and Evaluation Consultant to be from the same academic institution if each consultant is from a different school at the institution such as the School of Medicine and the School of Pharmacy?

Response: No, as listed on page # 23, the academic institution and the evaluation consultant must be separate entities.

7. We note in the RFP Table of Contents (Section V/Attachments/B-7) mention of HIV Prevention Services Regional Map. However, we were unable to locate it in the package. Is this map located elsewhere?

Response: The map was part of the HIV Prevention Services RFP, and was referenced to show the 9 different regions that are eligible for funding. See [map](#).

8. Would the CHCV be restricted from applying? Also, can community health centers apply for this?

Response: The DPH can determine what entities can apply and therefore the language stated in the RFP clearly states the Community Based Organization (CBO) must be the lead coordinating agency. Since the CHCV is not a CBO, but an academic institution, it can partner with the applicant CBO, however they cannot be the lead to oversee the project's activities. CHC's can partner, but also, cannot be the lead entity to oversee the project's activities.

9. Whether companies from Outside USA can apply for this? (like,from India or Canada)

Response: No, entities from outside the USA are not eligible to apply.

10. Whether we need to come over there for meetings?

Response: Yes, the selected applicant will need to attend meetings with DPH and partners as needed.

**11. Can we perform the tasks (related to RFP) outside USA?
(like, from India or Canada)**

Response: No, the selected applicant must perform tasks associated with this RFP within the state of Connecticut.

12. Can we submit the proposals via email?

Response: No, the RFP requires that 6 hardcopies be submitted in addition to one electronic copy submitted via flash drive or on a disc.